



STATE OF WASHINGTON
WASHINGTON STATE BOARD OF HEALTH
*1102 SE Quince Street • PO Box 47990
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January 3, 2002

TO: Genetics Task Force Members & Staff

FROM: Don Sloma
Executive Director, Washington State Board of Health

RE: TRAVEL EXPENSES

Under the proviso in the 2001-2003 budget, the Board received only \$15,000 in additional funds for the Genetics Task Force (GTF). In addition to funding additional research, staffing, and report production costs associated with this project, the budget proviso allows the Board to use some of these funds to reimburse GTF members for reasonable travel expenses—meals, mileage, airfare, etc.

As you know, state health agencies, including the Board, have been asked to reduce budgets by some 15% for the remainder of this biennium. This will significantly limit other Board funds that had been earmarked to supplement GTF costs for meeting space rental, printed materials and expert staffing assistance.

For this reason, while we will be able to provide lunch at meetings from this point forward, and while we can reimburse for some travel expenses, we must ask for your cooperation in limiting such requests. However, we don't want anyone to face hardship to participate on the Task Force. So if your cost of participating is not covered through other sources, we want to reimburse you.

If you need to be reimbursed through the Board, please contact Desiree Day Robinson at (360) 236-4107 or Jennifer Dodd at (360) 236-4104 to assist with the process.

Thanks for your understanding and cooperation.